

**Fairfax County Park Authority
Board Meeting
January 28, 2004**

The Chairman convened the meeting at 7:40 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

Board Members

Winifred S. Shapiro, Chairman
Gilbert S. McCutcheon, Vice Chairman
Jennifer E. Heinz, Secretary-Treasurer
Edward R. Batten, Sr.
Kevin J. Fay*
Kenneth G. Feng
Georgette Kohler
George E. Lovelace*
Joanne E. Malone
Gwendolyn L. Minton
Harold L. Strickland
Frank S. Vajda

*Board Members Absent

Staff

Michael A. Kane, Director
Timothy K. White, Deputy Director
Nancy L. Brumit, Administrative Assistant

Brian Daly
Cindy Messinger
Miriam Morrison
Judy Pedersen
Lee Stephenson
Lynn Tadlock
Jean White

Charlie Bittenbring
Kay Rutledge
Don Sweeney
Ted Zavora

Guests: Scott Wynn, County Attorney's Office
Fairfax County Park Foundation, Inc. Chairman Kohann Whitney and
Members: Laura Aiken, Bruce MacLeod, Paul Baldino, and Steve Thormahlen
Frank A. de la Fe, Former Chairman of the Park Authority Board and Member of the
Planning Commission
Victor G. Dymowski, Principal of St. Claire Partners

AGENDA CHANGES

Mrs. Shapiro asked if there were any changes to the Agenda. Mr. Kane distributed REVISED copies of four Resolutions to be presented. **There were no objections from the Park Authority Board.**

PRESENTATIONS / ADMINISTRATIVE ITEMS

P-1/ADMIN-1 Approval and Presentation - Resolution Honoring Park Authority Board Member Rodney L. Lusk

Mr. Strickland **MOVED** the Park Authority Board approve the resolution honoring Rodney L. Lusk upon his departure from the Park Authority Board; **SECONDED** by Mr. McCutcheon.

After Board consideration, Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– AYE	Mr. Vajda – AYE
Mr. Lovelace – ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

PRESENTATION

Mrs. Shapiro read and presented the Resolution to Mr. Lusk.

Mr. Lusk thanked the Park Authority Board and stated that he would continue to be a supporter of parks in his new position on the Planning Commission.

P-2/ADMIN-2 Approval and Presentation - Resolution Honoring Park Authority Board Member Gwendolyn L. Minton

Mr. Strickland **MOVED** the Park Authority Board approve the resolution honoring Gwendolyn L. Minton upon her departure from the Park Authority Board; **SECONDED** by Mrs. Heinz.

After Board consideration, Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– AYE	Mr. Vajda – AYE
Mr. Lovelace – ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

PRESENTATION

Mrs. Shapiro read and presented the Resolution to Ms. Minton.

Mrs. Minton thanked the Park Authority Board and stated that she had enjoyed working with everyone at the Park Authority.

P-3/ADMIN-3 Approval and Presentation - Resolution Honoring Lee Stephenson

Ms. Malone **MOVED** the Park Authority Board approve the resolution honoring Lee Stephenson upon his departure from the Park Authority Board; **SECONDED** by Mrs. Heinz.

After Board consideration, Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– AYE	Mr. Vajda – AYE
Mr. Lovelace – ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

PRESENTATION

Mrs. Shapiro read and presented the Resolution to Mr. Stephenson.

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Mr. Stephenson thanked the Park Authority Board. Lee stated that his time at the Park Authority had gone by very quickly and that he had worked with a lot of great people on some very exciting projects. Lee stated that he was leaving with a lot of great memories.

P-4/ADMIN-4 Approval and Presentation - Resolution Honoring Curt Dierdorff

Mr. McCutcheon **MOVED** the Park Authority Board approve the resolution honoring Curt Dierdorff upon his departure from the Park Authority Board; **SECONDED** by Mr. Feng.

After Board consideration, Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler – AYE	Mr. Vajda – AYE
Mr. Lovelace – ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

PRESENTATION

Mrs. Shapiro read and presented the Resolution to Mr. Dierdorff.

Mr. Dierdorff thanked the Park Authority Board, and stated that he enjoyed coming to work everyday.

P-5 FY 2003 Annual Report and Mid Year 2004 Report of the Fairfax County Park Foundation, Inc.

Background: *The Bylaws of the Park Foundation require the Foundation Board to submit an annual report to the Governing Members (the Fairfax County Park Authority Board) "showing income, expenditures, pending income, and Foundation holdings." The Bylaws also require the Foundation to develop "an annual list of projects to present to the Governing Members for concurrence." The Bylaws also require that there be an agreement of operation to be updated annually by both boards to set forth the operational issues to guarantee the smooth transition between operations of the Foundation and the Park Authority.*

Mrs. Shapiro welcomed Frank A. de la Fe, former Park Authority Board Chairman, who is a current member of the Planning Commission, and the former Park Authority Board Director Paul Baldino, who is a current member of the Fairfax County Park Foundation.

Kohann Whitney, Chairman of the Park Foundation, introduced the other members of the Foundation Board who were present: Laura Aiken, Bruce MacLeod (incoming Chairman), Paul Baldino, (incoming Treasurer) Steve Thormahlen (incoming Vice Chairman). Ms. Whitney acknowledged Mr. de la Fe who was instrumental in the development of the Fairfax County Park Foundation, Inc.

Ms. Whitney presented the Fairfax County Park Foundation FY 2003 annual report, which included the FY 2003 Year-at-a-Glance chronology highlight of major activities undertaken, and a financial report showing income, expenditures, pending income and Foundation holdings. In addition, the report provided a comprehensive section of financials and highlights of the Park Foundation since inception through December 31, 2003. The Foundation's FY 2003 Annual Report will be available to the public after printing is completed.

Ms. Whitney reported that the Foundation had reached its first million dollar mark. Besides their fundraising activities each Foundation Board Member made personal pledges, which combined totaled more than \$63,000.

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Ms. Whitney distributed copies of the CLEMYJONTRI Park fundraising flyer and Mrs. White presented a video on the park that was also used for fundraising. Ms. Whitney acknowledged Jean White, the Executive Director of the Park Foundation, for her hard work and dedication. In turn, Mrs. White thanked Daphne Hutchinson, Gary Logue, and Mark Holsteen for their help with the CLEMYJONTRI project, which has been the fundraising focus of the Foundation.

The Foundation's future project list will be developed during the Park Foundation annual retreat on Saturday, February 28, 2004, tentatively scheduled for Colvin Run Mill. The retreat will also focus on updating the Foundation strategic plan and continuing to develop the implementation strategies of that plan, which will also act as the agreement of operation between the Park Authority Board and the Foundation Board. The Foundation will return to the Park Authority Board with its work plan and the strategic plan update within the next few months.

Ms. Whitney reported that donations to the land preservation fund from its inception through December 31, 2003, total more than \$280,000.

Ms. Whitney thanked Jen Sterling of Hinge Corporation for selecting the Park Foundation for their pro bono work on the marking pieces and annual reports.

Mrs. Shapiro displayed the Savvy Award given by the City, County Communicators to Jen Sterling for the Park Foundation's 2002 Annual Report.

Ms. Whitney presented the Park Authority with a Check for \$362,000. On behalf of the Park Authority Board, Mrs. Shapiro thanked the Park Foundation for the wonderful work it has done in two and a half years.

ADMIN-5 Adoption of Minutes - January 14, 2004, Park Authority Board Meeting

Mr. McCutcheon **MOVED** the Park Authority Board accept the minutes of the January 14, 2004, Park Authority Board meeting; **SECONDED** by Ms. Malone.

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After Board consideration, Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– AYE	Mr. Vajda – AYE
Mr. Lovelace – ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

INFORMATION ITEMS

I-1 Annual Audit Findings

This item was reviewed by the Budget Committee on January 14, 2004, and approved for submission to the Park Authority Board.

The audited Basic Financial Statements and Management's Discussion and Analysis as of June 30, 2003 was presented. No findings were reported in the audit process nor disclosed in the independent auditor's report. KPMG's Independent Audit Report and opinion stated that the Basic Financial Statements as of June 30, 2003, fairly and in all material respects, present the financial position of the governmental activities and the major funds of the Authority as of June 30, 2003, and the results of its operations for the year are in conformity with generally accepted accounting principles.

As noted in the prior year, the financial statements were significantly affected due to the implementation of Governmental Accounting Standards Board No. 34 (GASB 34) Basic Financial Statements and Management Discussion and Analysis- for State and Local Governments. GASB 34 implementation has been continued for FY 2003 and the Authority has expanded its presentation of the Management Discussion and Analysis Section and Notes to the Financial Statements to include two years of comparative data.

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CHAIRMAN'S MATTERSAppointment of At-Large Member to the Park Authority Board

Mrs. Shapiro announced the Board of Supervisors' appointment of George Lovelace to the Park Authority Board on January 26th. Mr. Lovelace will fill the At-Large position that was vacated by Phillip A. Niedzielski-Eichner. Mr. Lovelace serves on the Vienna Town Council and is a former state delegate.

DIRECTOR'S MATTERSPassing of President and Chief Executive of the Arts Council of Fairfax

Mr. Kane announced the passing of Tony McMahon, president and chief executive of the Arts Council of Fairfax. The Arts Council has resided on park property for a number of years, dating back into the early 1980's.

COMMITTEE REPORTS AND SPECIAL ASSIGNMENTSNomination/Election Committee

Chairman: Mr. Vajda

Members: Ms. Malone and Mr. Batten

Mr. Vajda, Chairman of the Nomination/Election Committee, presented the committee's recommendation for the 2004 Park Authority Board Officers at the end of this meeting.

STANDING COMMITTEESBudget Committee

Chairman: Gwendolyn Minton

Members: Ms. Malone, and Mr. Feng

Staff: Miriam C. Morrison, Division Director for Administration

Ms. Minton, Chairman of the Budget Committee, announced that the next committee meeting is tentatively scheduled for February 11, 2004.

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Planning and Development Committee

Chairman: Mr. Strickland

Members: Mrs. Heinz, Ms. Malone, and Messrs. McCutcheon, and Vajda

Staff: Lynn Tadlock, Division Director for Planning and Development

Mr. Strickland, Chairman of the Planning and Development Committee, distributed copies of the committee minutes dated December 3, 2003, and January 7, 2004. The next committee meeting is scheduled for February 4, 2004.

Park Operations Committee

Chairman: Ms. Malone

Members: Mrs. Heinz, and Messrs. McCutcheon, Strickland, and Vajda

Staff: Brian Daly, Division Director for Park Operations

Ms. Malone, Chairman of the Park Operations Committee, distributed copies of the committee minutes dated November 5, 2003. The next committee meeting is scheduled for February 4, 2004.

Resource Management Committee

Chairman: Mr. Feng

Members: Ms. Malone, and Messrs. McCutcheon, and Strickland

Staff: Cindy Messinger, Interim Division Director for Resource Management

Mr. Feng, Chairman of the Resource Management Committee, distributed copies of the committee minutes dated April 9, 2003, May 7, 2003, May 28, 2003, September 24, 2003, October 8, 2003, November 12, 2003, and January 7, 2004. The next committee meeting is tentatively scheduled for February 25, 2004.

Park Services Committee

Chairman: Mr. McCutcheon

Members: Mrs. Heinz and Mr. Vajda

Staff: Charlie Bittenbring, Acting Division Director for Park Services

Mr. McCutcheon, Chairman of the Park Services Committee, reported that copies of the committee minutes dated January 7, 2004 would be forthcoming. The next committee meeting would be announced.

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FOR THE RECORD

Mrs. Heinz requested that the Planning and Development Committee minutes dated December 3, 2003 and January 7, 2004, the Park Operations Committee minutes dated November 5, 2003, the Resource Management Committee minutes dated April 9, 2003, May 7, 2003, May 28, 2003 September 24, 2003, October 8, 2003, November 12, 2003 and January 7, 2004, be entered into the record. **IN THE ABSENCE OF AN OBJECTION, SO ORDERED.**

BOARD MATTERSMount Vernon Town Meeting

Mr. McCutcheon invited Board Members to attend the annual Mount Vernon Town Meeting on January 31, 2003.

Well Wishes for Departing Board Members and Staff

To departing staff member, Lee Stephenson, Mrs. Heinz wished him well in his retirement and noted how relaxed he always was and extended her appreciation for all the work he had done. Mrs. Heinz remarked that it is quite a legacy to have the Natural Resource Management Plan adopted and hopefully will be implemented in every way.

To departing Board Member Gwenn Minton, Mrs. Heinz remembered how quickly Ms. Minton had gotten up to speed with all the on-going projects in the Hunter Mill District and for her service as Chairman of the Budget Committee.

To departing Board Member Rodney Lusk, Mrs. Heinz stated that he will certainly be missed.

To retiring staff member Curt Dierdorff, Mrs. Heinz commended him for the tremendous job he did leading the Park Authority Board through the selection process for the Director's position.

Ms. Malone concurred with Mrs. Heinz in wishing Lee and Curt well in their retirements and said good-bye to Gwenn. Ms. Malone stated that she enjoyed working with Lee over the years.

Ms. Malone stated that she would miss Ms. Minton and her gentle voice, which was very calming.

Mr. Feng extended his best wishes of good luck to everyone that was leaving the Park Authority. Mr. Feng will miss Ms. Minton and her calming voice.

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Mr. Feng stated that he would miss Mr. Stephenson. Mr. Feng appreciated Lee's personal touch in educating him regarding some of the natural and cultural resources in the county.

Mr. Vajda wished all the departing Board Members well and commented how each was a true professional who contributed to the successful operation of the agency and that they should be proud of their contributions.

Mr. Batten stated that he thoroughly enjoyed working with Lee and that he had learned a great deal from him and his team.

Mr. Batten stated that he was hoping that Gwenn would change her mind, but unfortunately, she has not and is leaving. In her absence, Mr. Batten stated that he will attempt to become the still, calming voice of the Park Authority Board.

Ms. Kohler stated that the county will be losing a great resource in Mr. Stephenson.

Bond Informational Meetings

Ms. Malone thanked staff for the bond informational meetings. Staff has put together a terrific package.

CLOSED SESSION

At 8:33 p.m. Mrs. Heinz **MOVED** the Park Authority Board convene in closed session for

- a. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body for/in the **Braddock Magisterial District** pursuant to Virginia Code 2.2- 3711(A)(7)
- b. Discussion of Closed Session Minutes dated **December 10, 2003 and January 14, 2004** pursuant to Virginia Code 2.2.3712(H).

The MOTION was **SECONDED** by Mr. McCutcheon.

- Update on Land Acquisition in the Braddock District
- Closed Session Minutes dated December 10, 2003 and January 14, 2004

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Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– AYE	Mr. Vajda – AYE
Mr. Lovelace -- ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

Land Acquisition and Legal Matters, and Closed Session Minutes were discussed.

At 9:40 p.m. Mrs. Heinz **MOVED** the Park Authority Board return to the Open Session;
SECONDED by Mr. McCutcheon.

Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– AYE	Mr. Vajda – AYE
Mr. Lovelace -- ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

CERTIFICATION OF CLOSED SESSION

Mrs. Heinz **MOVED** the Park Authority Board certify that, to the best of our knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia Code 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board;
SECONDED by Mr. McCutcheon.

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Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– AYE	Mr. Vajda – AYE
Mr. Lovelace -- ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

ACTIONS FROM CLOSED SESSION

NOTE: For consistency in reporting and future research, the Administrative Assistant keeps all items in numerical order as discussed during Closed Session.

C-1. Update on Land Acquisition in the Braddock District

There was no action on this item.

C-2. Closed Session Minutes dated December 10, 2003 and January 14, 2004

Mr. McCutcheon **MOVED** the Park Authority Board accept the Closed Session Minutes dated December 10, 2003 and January 14, 2004; **SECONDED** by Mrs. Heinz.

Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– ABSTAIN*/AYE	Mr. Vajda – AYE
Mr. Lovelace -- ABSENT	Mrs. Shapiro – AYE

*ABSTAINED from December 10th. NOTE: Appointed to Park Authority Board in January 2004.

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

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2004 ELECTION OF OFFICERS

Mrs. Shapiro stated that the 2004 Election of Park Authority Board Officers was placed on the Agenda and duly advertised.

Mrs. Shapiro gave the CHAIR to Mr. Vajda, Chairman of the 2004 Nomination/Election Committee.

Mr. Vajda distributed the Nomination/Election Committee's memorandum dated January 28, 2004 of the proposed Park Authority Board Slate for the 2004 Park Authority Board Officers.

Mr. Vajda announced that the Nomination/Election Committee is recommending the following:

Chairman	Winifred S. Shapiro (Incumbent)
Vice Chairman	Gilbert S. McCutcheon (Incumbent)
Secretary-Treasurer	Jennifer E. Heinz (Incumbent)

Mr. Vajda called for other nominations from the floor for the 2004 Park Authority Board Officers. Hearing no other nominations from the floor, Mr. Vajda requested that the nominations be closed.

Mr. Feng **MOVED** that the nominations for the 2004 Park Authority Board Officers be closed; **SECONDED** by Ms. Malone.

Mr. Vajda called for the **VOTE** to close the nominations:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler– AYE	Mr. Vajda – AYE
Mr. Lovelace -- ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

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Since there was no additional nominations for the 2004 Park Authority Board Officers, Mr. Vajda **DECLARED:**

Chairman:	Winifred S. Shapiro
Vice Chairman	Gilbert S. McCutcheon
Secretary-Treasurer	Jennifer E. Heinz

There were no objections from the Park Authority Board.

Installation of Officers

Mr. Vajda announced that the installation of officers is effective immediately.

On behalf of the Nomination/Election Committee, Mr. Vajda congratulated the 2004 Fairfax County Park Authority Board Officers, and thanked the Board for their support during the nominating process. Mr. Vajda thanked the Nomination/Election Committee Members Joanne Malone and Ed Batten for their participation.

Mr. Vajda returns the CHAIR back to Mrs. Shapiro.

ADJOURNMENT

At 9:45 p.m. Mr. McCutcheon **MOVED** that the Park Authority Board meeting be adjourned; **SECONDED** by Mrs. Heinz.

Mrs. Shapiro called for the **VOTE**:

Mr. Batten – AYE	Ms. Malone – AYE
Mr. Fay – ABSENT	Mr. McCutcheon – AYE
Mr. Feng – AYE	Ms. Minton – AYE
Mrs. Heinz – AYE	Mr. Strickland – AYE
Ms. Kohler – AYE	Mr. Vajda – AYE
Mr. Lovelace -- ABSENT	Mrs. Shapiro – AYE

The MOTION was **APPROVED** with Messrs. Fay and Lovelace being absent.

Minutes Approved at Meeting
on February 11, 2004

Jennifer E. Heinz
Secretary-Treasurer

Michael A. Kane, Director

Park Authority Board Minutes prepared by

Nancy L. Brumit, Administrative Assistant

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